

Terms and Conditions Checklist

What should you look for?

- Project & budget period for use of funds
- Total & annual amounts awarded; indirect costs
- Specific eligible & ineligible expenses
- Rebudgeting authority (flexibility of budget line items)
- Carry-forward authority
- Extensions (e.g., automatic, by request)
- Reporting requirements: due dates, format, submission
- Payment mechanism
- Mandatory matching/in-kind commitments
- Required collaboration/subaward agreements
- Related co-funding awards